

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 140

Agency: Department of Criminal Justice Services

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Agency Profile & Strategic Direction

Agency Mission Statement:

The mission of the Department of Criminal Justice Services is to provide operational and support services to promote and enhance public safety in the Commonwealth through education, forensic laboratory services, grant funding, information, programs and technical assistance.

Agency IT Vision Statement:

The mission of Information Technology at the Department of Criminal Justice Services is to provide all agency users with electronic systems that support business processes and provide interactive access to agency information, programs, and services.

Our goal is also to promote the use of technology to our Criminal Justice constituents by providing direct technology support, by providing technology consulting, by coordinating interagency technology initiatives, by distributing grant funds for technology and by making all appropriate agency information and services available on-line.

Total Employees: 362

Total IT Employees: 12

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Project Selection Criteria:

Information technology projects are selected on the basis of their importance to supporting programs and services which are critical to fulfilling the agency mission. Selected projects are reviewed for their feasibility, cost, technologies to be utilized, in-house expertise and project management capabilities. Projects are reviewed at the section, division, and senior management level for inclusion in the agency IT strategic plan.

Business Case Development:

Projects are reviewed and recommended based on the support provided to a business activity. Problems and issues with business activities are identified and computing solutions are reviewed to determine if they are applicable to solve the problem.

Risk Assessment Methodologies:

Analysis of risk is assessed among the various business partners involved in the proposed project in order to focus management attention on those future events with a significant probability of occurrence and a potential for causing significant loss to the project.

DCJS implements a systematic approach to identify and quantify technical, cost, and schedule risk and to develop mitigation plans to reduce potential impacts as early as possible during each phase of the project's life cycle. Risk is assessed both from an internal agency perspective as well as external factors that would add risk to the project. Each participating partner is asked to contribute to the risk management process by providing inputs to risk analyses relevant to their project activities.

Once risks are identified and agreed upon, plans are developed and implemented to minimize and monitor the identified risks. The DCJS risk assessment program includes steps for risk identification, risk analysis to determine severity, risk prioritization ranked by exposure, risk mitigation planning, risk resolution, and risk monitoring.

Prioritization Schema:

Projects are prioritized by assessing their importance to agency mission and the factors necessary to successfully implement the project. This takes place at a senior management level.

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Core Business Activities:

Core Business Activity Title	Core Business Activity Description	Core Business Activity Sub-Function Title	Core Business Activity Sub-Function Description
EXECUTIVE MANAGEMENT	Efforts to assist the Governor in statewide management of state activities.	Executive Management	This program may be used with the prior written approval of the Department of Planning and Budget
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Information Systems and Statistics	Efforts to provide standardized and readily accessible information and rapid communication for the criminal justice system and to provide oversight and review of the system.
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Training, Education, and Standards	Efforts to provide training and education and to establish standards in order to support the criminal justice system.
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Crime Detection, Investigation, and Apprehension	Efforts to detect and investigate crime and to apprehend criminals in order to protect persons and property from illegal actions.
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Research, Planning and Coordination	Efforts to provide research, planning, and coordination in order to support the criminal justice system.

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CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Asset Forfeiture and Seizure Fund Management and Financial Assistance	Efforts to administer the asset forfeiture and seizure process and to provide financial assistance to localities and state agencies derived from asset forfeiture and seizure proceeds in order to support law enforcement services.
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Administrative and Support Services	Efforts to provide overall administrative and logistical support services.
CONSUMER AFFAIRS	Efforts to protect the individual consumer and business community from unfair economic practice and from suffering economic injuries caused by actions of another party, and to ensure that products and services meet established standards.	Regulation of Professions and Occupations	Efforts to assure certain standards of competency, quality and performance of professional services.
GENERAL SERVICES	Efforts to provide administrative and logistical support to state, regional and local agencies.	Financial Assistance to Localities -General	Efforts to provide financial assistance to localities through the sharing of revenues.
INTRAFUNCTIONAL FINANCIAL AID	Efforts to provide financial assistance to localities and state agencies for administration of justice services.	Financial Assistance for Administration of Justice Services	Efforts to provide financial assistance for administration of justice services.

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Key Customers Associated With Each Core Business Activity :

Core Business Activity Title	Core Business Activity Description	Core Business Activity Sub-Function Title	Core Business Activity Sub-Function Description
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Information Systems and Statistics	Efforts to provide standardized and readily accessible information and rapid communication for the criminal justice system and to provide oversight and review of the system.
Key Customers			
Internal DCJS users			
State Police			
Users of state government services.			
CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Criminal Justice Training, Education, and Standards	Efforts to provide training and education and to establish standards in order to support the criminal justice system.
Key Customers			
Agencies with law enforcement/corrections responsibilities			
Law enforcement agencies			
Law Enforcement Training Academies			
Police Departments			
Sheriff's Departments			
State Law Enforcement Agencies			

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CRIME DETERRENCE,
SUPPRESSION AND
CONTROL

Efforts to prevent
crime, fraud, and
other illegal or
dangerous
activities,
investigate and
detect criminal or
illegal acts, and
apprehend and
detain violators of
the law.

Crime Detection,
Investigation, and
Apprehension

Efforts to detect and
investigate crime and to
apprehend criminals in
order to protect persons
and property from illegal
actions.

Key Customers

Commonwealth's Attorneys

Courts

Federal Courts

Federal Investigative Agencies

Local Fire Departments

Local Law Enforcement Agencies

State Law Enforcement Agencies

US Attorneys

Various state agencies

CRIME DETERRENCE,
SUPPRESSION AND
CONTROL

Efforts to prevent
crime, fraud, and
other illegal or
dangerous
activities,
investigate and
detect criminal or
illegal acts, and
apprehend and
detain violators of
the law.

Criminal Justice
Research, Planning and
Coordination

Efforts to provide
research, planning, and
coordination in order to
support the criminal
justice system.

Key Customers

Courts, Sentencing Commission

Crime Commission

Criminal Justice Agencies

DCJS Program Staff

General Assembly

State Criminal Justice Agencies

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CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Asset Forfeiture and Seizure Fund Management and Financial Assistance	Efforts to administer the asset forfeiture and seizure process and to provide financial assistance to localities and state agencies derived from asset forfeiture and seizure proceeds in order to support law enforcement services.
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Key Customers

Commonwealth's Attorneys
Local Law Enforcement Agencies
State Police

CRIME DETERRENCE, SUPPRESSION AND CONTROL	Efforts to prevent crime, fraud, and other illegal or dangerous activities, investigate and detect criminal or illegal acts, and apprehend and detain violators of the law.	Administrative and Support Services	Efforts to provide overall administrative and logistical support services.
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Key Customers

DCJS Staff
Dept. of Fire Programs
Dept. of Planning and Budget
Law enforcement/criminal justice agencies.
Secretary of Public Safety

INTRAFUNCTIONAL FINANCIAL AID	Efforts to provide financial assistance to localities and state agencies for administration of justice services.	Financial Assistance for Administration of Justice Services	Efforts to provide financial assistance for administration of justice services.
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Key Customers

Child Protective Services
Commonwealth Attorneys
Community Service Boards
Courts
Courts and Office of Executive Secretary of Supreme Court
Courts, office of executive secretary of supreme court
Courts/Public Defenders Office
Crime Commission

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Delinquency Prevention programs
 Dept. Juvenile Justice/Court Service Units
 Dept. of Education
 Dept. of Juvenile Justice/Court Service Units
 Dept. of Mental health, retardation and substance abuse services.
 Depts. of Corrections, Juvenile Justice
 Law Enforcement
 Law Enforcement Academies
 Law Enforcement Agencies
 Law Enforcement and Criminal Justice Agencies
 Law Enforcement/Criminal Justice Agencies
 Law Enforcment
 Local Criminal Justice /Corrections Agencies
 Local Juvenile Justice Agency
 Local Units of Government
 Local/Community Non-Profit Organizations
 Office of Attorney General
 Office of Attorney General, Dept. of Corrections
 Parents, secondary school students
 Public Safety and other related agencies
 Sexual Assault Crisis Centers
 State Corrections, Public Safety and other related agencies
 State Police, Office of Executive Secretary, Dept. of Corrections, Dept. of Juvenile Justice, Compensation Board
 Supreme Court
 Va. Against Domestic Violence, Va. aligned against sexual assault
 Victim Service Organizations

CONSUMER AFFAIRS

Efforts to protect the individual consumer and business community from unfair economic practice and from suffering economic injuries caused by actions of another party, and to ensure that products and services meet established standards.

Regulation of Professions and Occupations

Efforts to assure certain standards of competency, quality and performance of professional services.

Key Customers

Private Security Businesses
 Private Security Practitioners

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Private Security Schools The public			
GENERAL SERVICES	Efforts to provide administrative and logistical support to state, regional and local agencies.	Financial Assistance to Localities -General	Efforts to provide financial assistance to localities through the sharing of revenues.
Key Customers Law Enforcement/criminal justice agencies.			

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Key Activities and Associated Outcomes:

<u>Key Activity</u>	<u>Associated Outcome</u>
1. Agency administrative support.	1. Agency support areas including Finance, Human Resources, and Procurement contribute to the agency mission by supporting agency programs and services.
1. Criminal History Expungement	1. Manage rules pertaining to expungement of criminal history records.
1. Disburse forfeited asset funds to submitting localities.	1. Ensure that assets forfeited to local and state law enforcement agencies are processed and returned to them in an expeditious manner.
1. Financial assistance to localities with qualifying police departments as defined by COV.	1. General funds distributed quarterly to qualifying localities based on specific census data. Distributed \$174 Million in FY 03.
1. Forensic Biology.	1. Conduct examinations of physical evidence from crime scenes to provide critical investigative information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 3,236 cases in calendar year 2002.
1. Grants for: Community Corrections Act for Local Responsible Offenders (CCCA), Pretrial Services Act (PSA) program, and Public Inebriate Centers (PICS).	1. CCCA serves 125 localities, PSA serves 80 localities, and PICS serve 3 localities. 2. Provide grant funding, training and support to local programs that provide services under CCCA, PSA and PICS. 3. More than \$18 million distributed to these programs, serving approximately 80,000 persons annually.
1. Program Evaluation.	1. Evaluate criminal justice programs to help determine whether their stated purpose has been met. 2. Help determine the effectiveness of criminal justice programs.
1. Provide law enforcement agencies with policy development support.	1. Provide sample directives to local and state law enforcement. Provide training in development of policies and procedures to law enforcement.

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1. Registration, certification and licensure of the Private Security industry.	1. Processed 41,208 applications for licensure in FY 02, which includes submitting 8,585 fingerprint cards to Va. State Police for criminal background check.
10. Breath Alcohol.	2. Ensure that individuals, businesses, and training schools meet code of Virginia regulatory requirements.
10. Police Corp program.	1. Properly train and license law enforcement officers in the use of evidential breath alcohol testing equipment. Purchase, certify and maintain the evidential breath alcohol equipment used in the Commonwealth. In calendar year 2002 trained and recertified 2,279 law enforcement officers.
11. Juvenile Justice and Delinquency Prevention Title II	1. Federal program to recruit, train and pay tuition of college students to become local law enforcement officers. 1. Provide grants to state agencies and localities for juvenile justice programs and system improvements. Awarded 21 grants for FY 03 totaling \$1.6 million. 2. Assist grantees in developing measurable outcomes to ensure accountability and success in meeting grant goals.
11. Photographic Processing.	1. Support law enforcement and the Medical Examiners Office by providing development and printing of crime scene and autopsy photographs. Provide support to forensic examiners in conducting case examinations. In calendar year 2002 processed 466,539 prints for law enforcement agencies.
12. DNA Databank	1. Analyze blood samples from convicted felons and arrestees for comparison to unknown DNA profiles developed from crime scene evidence. In calendar year 2002, analyzed 22,059 convicted felon samples.
12. Juvenile Justice and Delinquency Prevention Title V	1. Provide grants to state agencies and localities for juvenile justice programs and system improvements which address delinquency prevention. Awarded 11 grants in FY03 totaling \$639,000.

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12. Juvenile Justice and Delinquency Prevention Title V	2. Assist grantees in developing measureable outcomes to ensure accountability and success in meeting grant goals.
13. Juvenile Accountability Incentive Block Grant	1. Provide grant funds to localities to promote greater accountability in the juvenile justice system totaling \$4.3 million in FY 02. 2. Provide grant funds to state agencies to improve the infrastructure of the juvenile justice system.
14. Residential Substance Abuse Treatment.	1. Provides federal funding support for substance abuse therapeutic community at DOC and DJJ. 2. Funding supported 804 offenders in FY 02.
15. Sexual Assault Services Grant program.	1. Provide grant funding, training, monitoring and technical assistance to local and statewide programs to provide services to 10,000 victims of sexual assault annually. Funding for FY 03 \$2.9 million.
16. Criminal History Records Improvement.	1. This program is part of the federal Byrne Grant program. For 2002 total funding \$3.85 million. 2. For 2002 43 local police and sheriff's offices, 6 regional jails and 4 regional criminal justice networks, and 4 state criminal justice agencies received funding.
17. Grants to Encourage Arrest and Protective Order Enforcement.	1. Provide grant funds, training, monitoring, and technical assistance to improve family violence arrest laws, increase access to domestic and sexual assault services, certify batterer intervention programs, and train 1200 individuals annually. 2. Services provided to 90 victims organizations, 385 law enforcement agencies, and 122 prosecutors. Funding for FY 03 is \$480,000.
18. Safe and Drug free schools program.	1. Administer KIDsafe program with guidance from Governor's Office of Substance Abuse Prevention. Includes statewide violence hotline for students, the YADAPP program, and youth safety information for schools, students and parents.

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19. Terrorism Victim Assistance Grant program.	1. Provide grant funding, training, monitoring, and technical assistance to providers of services for up to 75,000 victims, first responders, and family members of the 9/11 attacks on the Pentagon.
	2. Funding for 3 year federal grant is \$16.5 million.
2. Agency management and strategic planning.	1. Ensure appropriate planning and direction occurs to support agency mission.
2. Byrne grant program.	1. Provide grant funding to localities and state agencies in support of the criminal justice system under the multiple purpose areas allowed in this federal program. Approximately \$11.5 million available for FY 02.
	2. Types of grants include: Substance Abuse Treatment Services, Local Criminal Justice Planners, Drug Courts, Pre-release and Post-Incarceration Services, Crime Prevention programs, Grants to support local school safety, Virginia Exile, Certified Crime Prevention Community program, equipment.
2. Develop and maintain Criminal Justice Academy certification and training requirements.	1. Ensure that all entry level law enforcement officers receive consistent standardized training.
	2. Ensure that training academies are providing training that is consistent with state requirements.
2. Latent Fingerprints	1. Conduct examinations of physical evidence from crime scenes to provide critical investigative information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 6,214 cases in calendar year 2002.
2. Maintain database with required census information.	1. Census information is required to determine the amount of each localities award.
2. Manage and maintain agency internal computing network.	1. Ensures that agency computer network has an "uptime" of 98% during business hours.

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2. Provide crime statistics and analysis.	1. Provide statistical information and analysis for information on state crime trends, to properly distribute financial assistance to local law enforcement and to forecast local jail inmate population.
2. Provide entry level and in service training for private security businesses and training schools.	1. Provided training to 933 individuals in FY 02.
	2. Ensure private security businesses and training schools provide constituent training that is standardized and consistent with private security regulations.
2. Provide training for state and local law enforcement, and commonwealth attorneys on the asset forfeiture program.	1. Train state and local law enforcement community in identifying and seizing assets in accordance with the code of Va.
20. Local Law Enforcement Block Grant program.	1. Federal funding provided to local law enforcement. \$495,000 distributed to 181 local agencies.
21. Community Policing tax checkoff program.	1. Donations from Va. tax checkoff program used for community policing related activities.
3. Agencywide budget management.	1. Budgeting supports agency mission and strategic plan.
	2. Agency budget in accordance with the appropriations act.
3. Investigation of citizen complaints regarding individuals, businesses, or training schools.	1. In FY 02 we completed 285 investigations of the 287 compliants that were received.
3. Obtain annual certification from locality to determine eligibility.	1. Used to determine eligibility and number of localities to receive funding.
3. Provide local public safety agencies with technical support for communication systems.	1. Local police and sheriffs offices, regional jails, emergency communication centers, and state criminal justice agencies are eligible for technical and financial assistance with automated information and communication systems.
3. Provide training to include; Jail Officer training, Defensive Tactics Instructor, Instructor Certification, Civil Process server, and Court Security training.	1. Train local law enforcement officers to assist them in the performance of their job responsibilities.
	2. Trained approximately 5000 officers in FY 02.

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3. Questioned Documents.	1. Conduct examinations of physical evidence from crime scenes to provide critical investigative information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 821 cases in calendar year 2002.
3. Software application development, maintenance, and support for agency applications.	1. Provide support to agency programs and activities by developing computer solutions to make business processes more effective and efficient.
3. Victim/Witness grant program.	1. Provide grant funded support and technical assistance to local programs throughout the state which provide direct services to approximately 50,000 victims of crime annually. Granted \$8.8 million in FY03. 2. Implement the Crime Victim and Witness Rights Act.
4. Agency policy development.	1. Policies are developed and implemented that support agency mission.
4. Audits of private security businesses and training schools.	1. In FY02 we conducted audits of 194 businesses and 62 schools.
4. DCJS staff user helpdesk.	1. Provide agency staff with support to ensure access to agency computer network and resources.
4. Maintain employment and training records of all criminal justice officers to ensure compliance with training regulations.	1. Training records are maintained to ensure that all law enforcement officers are appropriately certified. 58,000 records accessed for updates/changes in 2002. 2. Maintain the training records of 35,557 active law enforcement officers.
4. School Resource Officer (SRO) grant program.	1. Provide grant funded support to local law enforcement agencies to provide SROs in secondary schools throughout Virginia. 2. Program supports 53 SRO positions with \$1.2 m in funding.
4. Toxicology.	1. Conduct chemical analysis of body fluids to provide toxicological information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 8,958 cases in calendar year 2002.

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5. Agency Executive Agreement.	1. Agency Executive Agreement is implemented in support of agency mission.
5. Bloodstain Pattern Examination.	1. Conduct examinations of bloodstains at crime scenes to provide investigative information to all law enforcements agencies, prosecutors and courts in a timely manner. Completed 23 cases in calendar year 2002.
5. Court Appointed Special Advocate grant program.	1. Provide grant funding, monitoring and technical assistance to local programs that advocate on behalf of abused or neglected children in the courts. General funding in 2002 was \$840,000. 2. Provide training to local program staff. Trained 300 in FY 03.
5. Maintain and enhance agency web site and web presence across all agency programs and services.	1. A dynamic agency tool that provides agency customers and staff with agency information and online access to agency programs, training, and services.
5. Provide customer service and technical assistance for the private security industry.	1. Handled approximately 6000 calls for technical assistance in addition to the above more routine inquiries. 2. Responded to 25,620 calls for assistance in FY 02.
5. Staff and administer law enforcement/crime prevention grants.	1. Ensure that grant outcomes are achieved through monitoring and technical assistance. 2. Provide grant management and development training to state and local grantees.
6. Children's Justice Act Program	1. Provide training and technical assistance in the investigation and prosecution of child abuse. Federal funding in 2002 was \$386,000. 2. Provided training to approximately 500 persons in 2002.
6. Law Enforcement Accreditation	1. Assist Va. law enforcement agencies, through staff and administrative support, to become accredited to enhance their ability to carryout their responsibilities.
6. Liasons with key agency customers.	1. Key agency customers in the criminal justice community are identified in support of the agency mission.

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6. Trace Evidence	1. Conduct examinations of physical evidence from crime scenes to provide critical investigative information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 2,186 cases in calendar year 2002.
7. Contact with administration and legislative officials.	1. Work with the Office of the Secretary of Public Safety, and appropriate legislative committees to support the agency mission.
7. Firearms/Toolmarks.	1. Conduct examinations of physical evidence from crime scenes to provide critical investigative information to all law enforcement agencies, prosecutors and courts in a timely manner. Completed 3,530 cases in calendar year 2002.
7. Regional Training Academy grants.	1. Provide general and special funding for eligible law enforcement regional training academies.
7. Respond to inquiries from local law enforcement agencies.	1. In FY02 handled 3,150 inquiries from local law enforcement regarding rules and training standards.
8. Controlled Substances.	1. Conduct chemical analysis of confiscated street drugs for all law enforcement agencies, prosecutors and courts in a timely manner. Completed 39,487 cases in calendar year 2002.
8. Provide administration and technical support of the Community Correction for Local Responsible Offenders program (CCCA), Pretrial Services program (PSA), and Public Inebriate Centers (PICS).	1. Provide funding for personnel to support the CCCA, PSA and PICS programs. 2. These programs are funded through Intrafunctional Financial Aid.
8. Violence Against Women Act Grant program.	1. Provides grant funding, training, monitoring and technical assistance to local programs to promote the apprehension, prosecution, and adjudication of crimes against women. 2. Serve 23,000 victims of domestic violence, sexual assault and stalking with \$2.8 million in federal funding for FY 03.

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9. Crime Prevention Center program.	<ol style="list-style-type: none">1. Funding to support personnel and programs to include; crime analysis, fraud and identity theft, violence prevention in the workplace and against women and the elderly, and neighborhood watch.1. Provide training, technical assistance and direct support to local and state law enforcement agencies to enhance crime prevention efforts across VA.
9. Forensic Science Academy.	<ol style="list-style-type: none">1. Train law enforcement officers in the procedures and methods necessary to properly recognize, collect and preserve evidence submitted to Forensic Science. Training was provided to 996 law enforcement officers in calendar year 2002.
9. Integrated Justice program	<ol style="list-style-type: none">1. Manage integration projects with various state public safety and judicial entities to improve systems and processes in the communication of criminal justice information.2. Federal funding provided \$6.4 million to Va. State Police, Va. Supreme Court, Compensation Board, and DCJS for phase I - Charge Standardization Project.

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Major IT Projects

Approved for Preliminary Planning — The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for inclusion in your IT Strategic Plan. A project proposal must be submitted to the CIO before the project(s) will be considered for planning approval. Procurements in support of the project(s) are not approved for submission to the VITA Project Management Division (PMD) for execution until the project has been Approved for Planning by the CIO. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

Project Formal Title	Planned Start Date	Planned Completion Date	Estimate At Completion
Replace Phone Systems at Division of Forensic Science	07/01/2004	06/30/2006	\$1,000,000
Replacement of Building Access System for Division of Forensic Science	07/01/2004	06/30/2006	\$1,000,000
Grants Tracking	08/01/2003	07/01/2005	\$1,000,000

Approved for Planning — The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for planning. This approval constitutes authorization to undertake the planning necessary to complete a detailed project proposal and project charter for consideration by the Secretariat Oversight Committee and the CIO. Projects "Approved for Planning" must be formally approved for development by the Commonwealth IT Investment Board prior to beginning Phase 3 of the project lifecycle (Project Planning) and execution as defined in the Commonwealth Project Management Guideline. Procurements in support of developing the detailed project proposal and charter are approved for submission to the VITA Project Management Division (PMD) for execution, in accordance with PMD procedures. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

Project Formal Title	Planned Start Date	Planned Completion Date	Estimate At Completion
Virginia Integrated Justice Program	10/01/2004	10/01/2006	\$2,000,000

Active Projects — The following project(s) are(is) scheduled to continue in the 2004-2006 Budget Biennium as an Active Project. All Active Projects must be tracked on the Commonwealth Information Technology Major Projects Dashboard and are subject to monthly review by the CIO. The CIO is authorized to assess progress of all Active Projects and recommend termination of a project to the Commonwealth IT Investment Board.

There are no major projects in the active projects category.

Collaboration Opportunity — The following project(s) is (are) designated as a Collaboration Opportunity. Your agency should consult with the other agencies listed on the corresponding collaboration report and evaluate whether collaboration between agencies on these projects is feasible. The results of your collaboration efforts and evaluation should be reported when the project is presented to the Commonwealth IT Investment Board for "Development Approval".

Public Safety

Projects associated with enhancing public safety are to work with the VITA Security Division, the Virginia Geographic Information Network (VGIN) Division of VITA, and the Secretariat of Public Safety to maximize benefits, coordinate efforts and interoperability, and to implement standards.

Replacement of Building Access System for Division of Forensic Science
Virginia Integrated Justice Program

Voice Over IP/Telecommunications

Work with the VITA Telecommunications and Network Services staff to evaluate options, to use VITA contracting vehicles, and to obtain VITA telecommunications expertise. Consolidate procurements where possible.

Replace Phone Systems at Division of Forensic Science



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Major IT Procurements

Approved Major IT Procurements - The following major procurements are approved for submission to the VITA Project Management Division (PMD) for execution in accordance with PMD procedures.

There are no approved major procurements.

Disapproved Major IT Procurements - The following major procurements are not approved for submission to the VITA Project Management Division (PMD). The agency should not take any action on the major procurements listed below.

There are no disapproved major procurements.

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Non-major IT Projects

Approved for Planning— The following project(s) scheduled for initiation in the 2004-2006 Budget Biennium is (are) approved for planning. This approval constitutes authorization to undertake the planning necessary to complete a detailed project proposal and project charter for consideration by the CIO. Projects "Approved for Planning" must be formally approved for development by the CIO prior to beginning Phase 3 of the project lifecycle (Project Planning) and execution as defined in the Commonwealth Project Management Guideline. Procurements in support of developing the detailed project proposal and charter are approved for submission to the VITA Project Management Division (PMD) for execution, in accordance with PMD procedures. For detailed instructions refer to the Interim Procedures for the Initiation and Approval of Major and Non-major Information Technology Projects.

<http://www.vita.virginia.gov/projects/cpm/cpmDocs/projectInitInterimProcs030903.doc>

Project Formal Title	Planned Start Date	Planned Completion Date	Estimate At Completion
Administrative Work Flow	06/01/2002	06/01/2006	\$30,000.00
Automate Financial Systems	07/01/2005	06/30/2006	\$300,000.00
Desktop PC, Operating System, Office Automation Upgrade and Replacement	07/01/2004	06/30/2006	\$400,000.00
Energy Management System - Northern	07/01/2004	06/30/2006	\$90,000.00
Enhancements to BrAD (Breath Alcohol Database Application)	07/01/2004	06/30/2006	\$50,000.00
Enhancements to DNA Databank application	07/01/2004	06/30/2006	\$50,000.00
Enhancements to LIMS application	07/01/2004	06/30/2006	\$100,000.00
Incident Based Reporting Analysis	01/01/2004	06/30/2006	\$35,000.00
LIDS Analysis	07/01/2003	06/30/2006	\$25,000.00
On Line Training Records System	06/01/2000	06/01/2006	\$75,000.00
Online Transaction Manager	10/01/2002	06/30/2005	\$45,000.00
Private Security Industry Tracking (Sherlock)	11/15/2003	06/30/2005	\$175,000.00
Private Security Interactive Voice Response System	07/01/1998	07/01/2005	\$35,000.00
Purchase of Audio Note Taking System	07/01/2004	06/30/2006	\$250,000.00
Purchase of Tablet PCs, Hand Helds and Wireless LAN equipment	07/01/2004	06/30/2006	\$600,000.00
Server Replacement	07/01/2004	06/30/2006	\$75,000.00

Agency IT Strategic Plan

Secretariat: Public Safety

Agency Code: 140

Agency: Department of Criminal Justice Services

Non-major IT Procurements

Approved Non-major IT Procurements - The following non-major procurements are approved for submission to the VITA Project Management Division (PMD) for execution in accordance with PMD procedures.

There are no approved non-major procurements.

Disapproved Non-major IT Procurements - The following non-major procurements are not approved for submission to the VITA Project Management Division (PMD). The agency should not take any action on the major procurements listed below.

There are no disapproved non-major procurements.